

PRD Pilot User Log On



Federal Aviation
Administration

The purpose of this Job Aid is to describe the steps needed for a pilot to log into the Pilot Record Database (PRD).

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Getting Started

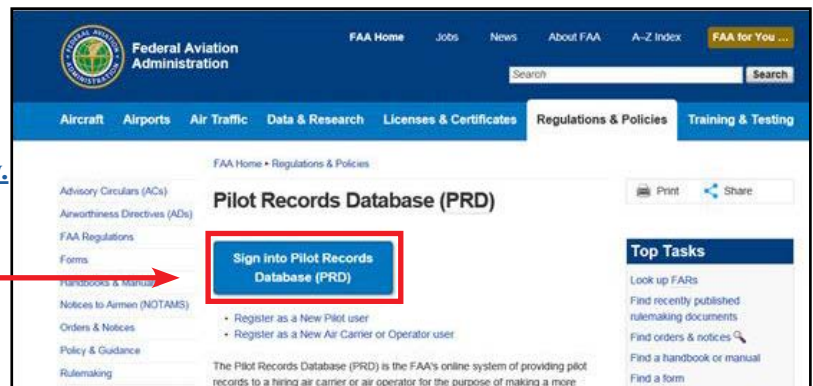
Users must have completed the first time registration before using this Job Aid. For help with the External MyAccess procedure or first time registration please see the corresponding Job Aids.

Submitting an PDR Application Request

Complete the following steps to submit a PRD External application registration request.

1) From your web browser please type <https://www.prd.faa.gov/>

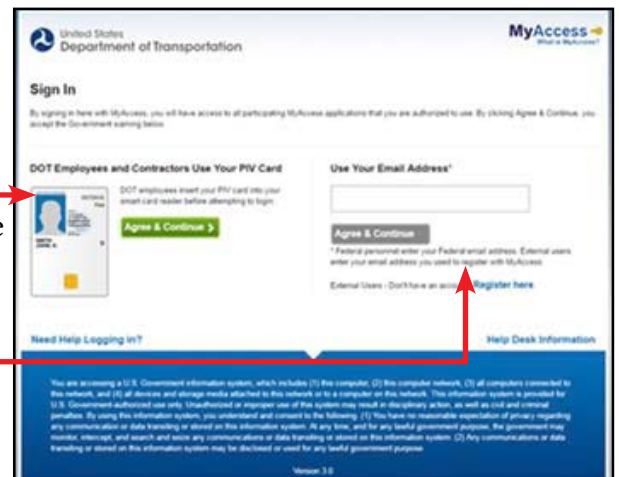
2) Select “Sign into Pilot Record Database”.



3) The MyAccess page will appear.

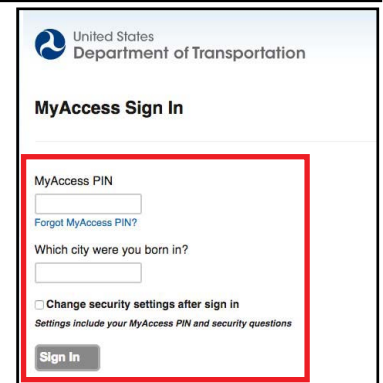
a. For FAA Employees that have a PIV card select “Agree & Continue” on the right side of the page.

b. For external users, enter the email address that you gave when setting up your External MyAccess then select “Agree and Continue” on the left side of the page.



4) The second FAA MyAccess Sign In screen is displayed. Enter your **registered PIN number** and answer one of your **security questions**. Select “Sign in”.

5) The System Use Notice screen will appear. Select “Accept” and continue. The PRD screen will appear.



Resources

For technical assistance, please contact:



(844) FAA-MYIT
(844) (322-6948)
helpdesk@FAA.gov
MyIT.faa.gov

